

**223—3.1(17A,22) Definitions.** As used in this chapter:

*“Confidential record”* in these rules means a record which is not available as a matter of right for examination and copying by members of the public under applicable provisions of the law. Confidential records include records or information contained in records that the state archives is prohibited by law from making available for examination by members of the public, and records or information contained in records that are specified as confidential by Iowa Code section 22.7 or other provision of law, but that may be disclosed upon order of a court, by the lawful custodian of the record, or by another person duly authorized to release the record. Mere inclusion in a record of information declared confidential by an applicable provision of the law does not necessarily make that entire record a confidential record.

*“Custodian”* in these rules means the state archivist of Iowa.

*“Open record”* in these rules means a record other than a confidential record.

*“Personally identifiable information”* in these rules means information about or pertaining to an individual in a record which identifies the individual and which is contained in a record system.

*“Record”* in these rules means the whole or part of a “public record,” as defined in Iowa Code section 22.1, that is in the custody of the state archivist.

*“Record system”* in these rules means any group of records under the control of the state archives from which a record may be retrieved by a personal identifier such as the name of an individual, number, symbol, or other unique retriever assigned to an individual.

*“State archives”* in these rules means the state archives of Iowa, a unit within the society.